

City of Newton



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**Public Health**  
Prevent. Promote. Protect.

## **GUIDELINES FOR BAKE SALES**

Under Massachusetts General Law, non-profit organizations, such as PTO's, religious organizations etc. are excluded from obtaining a food permit when selling **ONLY** non-potentially hazardous baked goods for a **BAKE SALE**.

The following are guidelines from the Newton Health and Human Services Department:

### **What can we sell / serve?**

- Only non-potentially hazardous baked goods such as brownies and cookies. Avoid items which contain cream, custard or anything which requires refrigeration.
- Only commercially prepared coffee with individually packaged condiments not requiring refrigeration may be used.  
Single service, non-re-useable items should be used – Disposable coffee stirrers, paper cups etc.
- Commercially bottled drinks and water are acceptable.

### **What are the safe procedures for displaying and serving foods?**

- Baked goods should be covered to protect against customer contamination. Individually Wrapping products is highly recommended.
- All baked products shall have ingredients listed on a placard posted by the item. This is for allergy reasons.
- Bare hand contact shall not be used to handle unwrapped baked goods. Non-latex gloves, deli tissues or utensils should be used.
- Hand sani wipes shall be used if a temporary hand washing system is not available.
- If using a temporary hand washing system, practice proper hand washing: With warm water, lather hands with soap vigorously, pay attention to finger-tips for 20 seconds. Rinse and dry with a paper towel. Remember that hands must be washed before glove use.
- Shoulder length and long hair should be in a restraint, avoid touching face and chewing gum. Servers should not work if they are ill.

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### **How does one set up a Temporary Hand Washing System?**

- Use a minimum of 5 gallons of hot water (about 95°F - 105°F) in an insulated container with a spigot or spout (igloo, cambro etc.)
- Use liquid hand soap and paper towels. Hand sanitizers do not replace hand washing. Have a container under the dispenser to catch waste water.



### **When do I wash my hands?**

- Before and after glove use.
- After coughing, sneezing, using a tissue, touching other parts of the body, smoking, eating / drinking, using the restroom, handling trash.
- After caring for or handling service animals or aquatic animals.
- When switching between tasks and anytime contamination occurs.

### **How should I wash my hands if I do not have a Temporary Hand Washing System?**

- Hand Sani Wipes shall be used. Follow the instructions for use on the label.



If there are any questions please call the Newton Health and Human Services Department.